

## EU-003

### INSTRUCTIONS FOR COMPLETING THE EMISSION UNIT FORM

Emission Unit Form EU-003 is completed to identify each emission unit with applicable requirements (unless already identified on EU-002) at a source. An emission unit is a device or a group of devices that operate together with a dependency between devices. An emission unit contains one or more process devices and zero or more control devices and related stacks. Every process or control device in this application must be listed on EU-003, EU-002, or EU-001 forms.

Examples of an emission unit would include:

- A topcoat painting line (e.g., booths, ovens, incinerator, stacks),
- A chemical manufacturing process (e.g., reactors, condensers, dryers, baghouse, stacks), or
- A coal fired boiler (e.g., boiler, baghouse, stack).

A description of the process and control devices, in a logical order, and any associated stacks that make up the emission unit must be completed on this form. A device may belong to more than one emission unit. If a device belongs to more than one emission unit, list the device in every emission unit.

See Operational Memorandum No. 6, *Procedure for Determining Emission Units*, for emission unit determination guidance. Operational Memorandum No. 6 is available from the Air Quality Division (AQD) upon request or refer to the AQD homepage at the web site: <http://www.deq.state.mi.us/aqd>.

A process flow diagram detailing the relations of all devices in the emission unit may be included and attached to Additional Information form (AI-001).

**SRN** – Enter the State Registration Number (SRN) assigned to the source.

#### **Emission Unit Identification:**

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|----------------|--|
| <b>Change:</b> | Change or modify the emission unit in the RO Permit.   |
| <b>Add:</b>    | Add an emission unit to the RO Permit.   |
| <b>Delete:</b> | Delete the emission unit from the RO Permit. Complete AI-001 to provide justification for deleting the emission unit and provide the dismantle date. |

1. **AQD Emission Unit ID** – Provide the AQD Emission Unit ID from the RO Permit Source Summary Report. Leave blank if an AQD Emission Unit ID does not exist on the RO Permit Source Summary Report.
2. **Operator's Emission Unit ID**
  - Initial Submittal Only - Create an identifier (ID) for the emission unit. See General Instructions for details on creating an ID.
  - All other Submittals (e.g., Renewal and Modifications) – If an Emission Unit ID exists from either an initial submittal or a previously issued RO Permit, use that Emission Unit ID. Create an emission unit ID for all new Emission Units.
3. **SIC Code** – Provide the appropriate Standard Industrial Classification (SIC) Code here if the SIC Code for this emission unit is different than the SIC Code identified on the Source form (S-001). See Appendix D for a list of SIC Codes.
4. **Installation Date (MM/DD/YYYY)** – Provide the date the emission unit was installed.
5. **Date of Last Modification/Reconstruction (MM/DD/YYYY)** – If the emission unit was modified or reconstructed, provide the date the emission unit was modified or reconstructed as defined in Rules 113(j) or 118(b), respectively. If not modified/reconstructed, leave blank.

6. **Operator's Emission Unit Description** – Provide a brief narrative description of the emission unit. The description should include a summary of the devices and/or processes and products.
7. **Were The Actual Annual Emissions Previously Submitted To MAERS?** MCL 324.5507(1)(f)(iii) requires actual emission rates in tons per year be submitted as part of an administratively complete application. The permittee may use the previous year MAERS submittal to satisfy this requirement. If No, provide emission data on MAERS hard copy forms as an attachment to this EU-003 using AI-001.
8. **Does the Emission Unit Emit Regulated Fugitive Emissions?** – Indicate if there are fugitive emissions from this emission unit that are regulated through federal regulation, state rule, or permit condition (e.g., Fugitive dust plans, SOCMI leak detection program, or fugitive monitoring plan).

If Yes, include Applicable Requirement forms (AR-001 and AR-002).

9. **Subject To Federal Acid Rain (Title IV) Program** – Indicate if this emission unit is subject to the Federal Acid Rain Program (Refer to 40 CFR Part 72). Acid Rain application forms are available from the AQD upon request or at the EPA Acid Rain web site. See Appendix B -- Internet Sites for web site location.

If Yes, Federal Acid Rain application forms must have been submitted to the AQD and to the United States Environmental Protection Agency (USEPA) in accordance with 40 CFR 72.30 for new submittals or 40 CFR 72.30(c) if a renewal to a current Acid Rain Permit.

10. **Is The Emission Unit Subject To Compliance Assurance Monitoring (CAM)?** – Indicate if this emission unit is subject to 40 CFR Part 64 CAM requirements.

If Yes, provide a complete CAM plan using AI-001. Refer to the *Technical Guidance Document: Compliance Assurance Monitoring*, provided by the EPA, Office of Air Quality Planning and Standard Emission Measurement Center for guidance of a complete CAM plan. This document is also available on the web site. See Appendix B – Internet Sites for web site location.

11. **List All The Control Devices Associated With This Emission Unit** – Provide an Operator's Control Device ID and the AQD Control Device Code for each control device in the emission unit. See Appendix E for a list of AQD Control Device Codes. If an Operator's Control Device ID exists for that control device, use the existing Operator's Control Device ID. If an Operator's Control Device ID is not existing, generate an Operator's Control Device ID. Refer to the General Instructions for Creating an Operator's ID.
12. **List All Stacks/Vents Associated With This Emission Unit That Have Applicable Requirements** – If this emission unit has stacks or vents that have an applicable requirement, list them. If a Stack/Vent ID exists for that stack/vent, use the existing Stack/Vent ID. If a Stack/Vent ID is not existing, complete MAERS SV-101 hard copy form(s) as an attachment to this EU-003 using AI-001. Refer to the General Instructions for Creating an Operator's ID. General ventilation (i.e., roof vents, windows, and doors) need not be identified unless considered as exhaust points during New Source Review and have an applicable requirement.
13. **Operator's Additional Information ID** – Create an Additional Information (AI) ID for any additional information or attachments provided on AI-001 that supplement this form. Refer to AI-001 to create the ID. If the additional information or attachment is more than one page, label each page to show the relationship between pages. A process flow diagram detailing the relations of all devices in the emission unit may be included and attached to AI-001. See AI-001 instructions for detailed instructions of providing a complete process flow diagram.